

## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

FROM:

DDS&T  
6E60 Hqs.

EXTENSION

NO.

DATE

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

ER - 7E12 Hqs.

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DCI  
EXEC  
REG

P307

DDS&T-762-83

27 SEP 1983

MEMORANDUM FOR: Deputy Director of Central Intelligence  
THROUGH: Executive Director  
FROM: R. E. Hineman  
Deputy Director for Science and Technology  
SUBJECT: Meeting with DDS&T Career Development Course

1. The 25th running of the DDS&T Career Development Course is being conducted from 12 September to 9 December 1983. One of the most worthwhile facets of the course is the opportunity to meet with senior Agency managers to discuss issues of importance to the CIA and the Intelligence Community as a whole. I would like to invite you to address the Career Development Course on Thursday, 8 December 1983, from 1100 to 1200 in the DCI Conference Room.

2. The Career Development Course is conducted by my office. The class consists of mid-level managers from grades 12 through 14. They are primarily DDS&T careerists although each of the other directorates has at least one representative in the course. The purpose of the course is to familiarize its members with the mission and functions of the components of the Intelligence Community with an emphasis on the structure and operations of the offices in the Directorate of Science and Technology.

3. The opportunity to meet with you and hear your views on the major issues concerning the Agency and the challenges it faces would be a most appropriate way to wrap up the 13-week course. Attached for your information is some information on the course and the members of CDC 25. If you are able to meet with the class, specific topics of interest to the class will be sent to you in advance of the scheduled date.



SECRET

25X1

SUBJECT: Meeting with DDS&T Career Development Course

4. If there are any questions or if we can be of any assistance in this matter, please have a member of your staff call  the course director, on extension

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R. E. Hineman

Attachments:

Class Roster  
Class Profile  
Course Objectives  
Program Summary

AGREED:

\_\_\_\_\_  
Deputy Director of Central Intelligence

\_\_\_\_\_  
Date

*DDCI Saw too many speaking  
rights on the platter right  
now. Sorry.*

Distribution:

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DDS&T CAREER DEVELOPMENT COURSE

Objectives

To provide a comprehensive review of the offices in the Directorate for Science and Technology, including their missions, functions, operating procedures, and relationships with each other and consumers;

To provide an overview of the rest of the Agency and the Intelligence Community in order to gain a better understanding of the intelligence process, and to provide an awareness of the interrelated roles of collectors, producers and support elements and the coordination of their activities;

To provide an understanding of the consumers of intelligence information, including their needs and the ways in which they utilize intelligence products;

To provide an awareness of the role that the Intelligence Community plays in policymaking activities and an awareness of the mechanisms guiding and overseeing the Community;

To provide an awareness of some of the major issues in the Intelligence Community and the impact that those issues have on various segments of the Community;

To provide an introduction to the technology being applied to intelligence collection and processing, and the research and development producing that technology;

To enable participants to enrich their professional scope and potential through observation and discussion of management principles and techniques applied in the Agency.

## DDS&T CAREER DEVELOPMENT COURSE

### Program Summary

To achieve the objectives established for the Career Development Course, briefings are provided by the following:

- DDS&T office directors and other senior managers from the offices in the Directorate for Science and Technology;
- Managers and analysts from each of the other Agency directorates;
- Other senior Agency officials;
- Representatives from the other member components of the Intelligence Community;
- The heads of Intelligence Community Staff components and DCI committees;
- Representatives from the Congressional oversight committees, the National Security Council, the Office of Management and Budget and other elements concerned with guidance and control of the Intelligence Community;
- Representatives of selected Department of Defense components;
- Representatives from selected non-Intelligence Community elements, such as the Drug Enforcement Administration and NASA and from private industry.

In addition, the course includes visits to selected facilities involved in the national intelligence effort.